



Basic Incident Investigation Training Course

The purpose of the forestry Basic Incident Investigation Course is to provide a level of knowledge about the incident investigation processes that are required to lead an incident investigation that identifies Root Causes and drives effective Corrective or Preventative Actions.

This one day course will provide supervisors, safety coordinators and others working within the forest industry with a basic understanding of the methods and tools employed in order to conduct effective basic incident investigations. This training offers useful and practical tools required to begin the development of a complete incident investigation program for forestry employers.

IMPORTANT: The Basic Incident Investigation Course does not go into the detail required to allow students to lead complex investigations with serious potential consequences such as legal liability.

If you are interested in attending Basic Incident Investigation training, please submit a completed enrollment form and course fee to the BC Forest Safety Council.

| Scheduled Courses <i>(indicate on next page which session you selected)</i> | |
|--|-------------------------------------|
| Location & Date | Location & Date – cont'd |
| Courtenay – Mar. 10 | Campbell River – May 30 |
| Cranbrook – Mar. 14 | Cranbrook – Jun. 6 |
| Castlegar – Mar. 17 | Terrace – Jun. 6 |
| Prince George – Mar. 17 | Smithers – Jun. 9 |
| Kamloops – Mar. 31 | Port Hardy – Jun. 9 |
| Langley – Apr. 14 | Prince George – Jun. 16 |
| Powell River – Apr. 14 | Nelson – Jun. 20 |
| Vernon – Apr. 28 | Fort St. John – Jun. 22 |
| Nanaimo – May 5 | Quesnel – Jul. 7 |
| Williams Lake – May 9 | Nanaimo – Jul. 7 |

- ▶ Session duration is 8 a.m. to 4 p.m. - Lunch and coffee will be provided
- ▶ Classroom location & details e-mailed to all participants prior to course start

Please complete and submit next page only

- NOTES:** **A)** If minimum enrollment is not met two weeks prior to a course start date, the Council reserves the right to cancel the course and reimburse course fees.
B) If you cannot attend a scheduled course but want your name on our waiting list, please call the toll free number below.
C) No Shows will not receive reimbursement or credit for future courses and will need to enroll again.

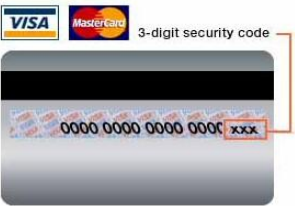
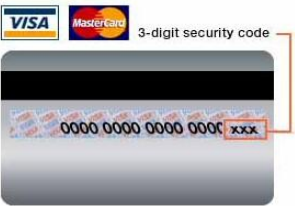
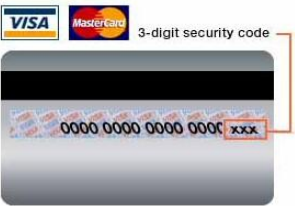
ENROLLMENT FORM – Basic Incident Investigation Training

| | |
|-----------------------------------|------------------------|
| <i>Course Location (indicate)</i> | <i>Date (indicate)</i> |
|-----------------------------------|------------------------|

Personal Information *(complete fully and print clearly)*

| | | | |
|--|--------------------|----------------------|-----------------------------|
| <i>First Name</i> | | <i>Last Name</i> | |
| <i>Mailing Address</i> | | | <i>City / Town</i> |
| <i>Province</i> | <i>Postal Code</i> | <i>Email Address</i> | |
| <i>Phone Number (main)</i> | | <i>(Cell, other)</i> | <i>Fax Number</i> |
| <input type="checkbox"/> <i>Employer's Company Name</i> OR <input type="checkbox"/> <i>Your Own Company Name</i> | | | <i>Company WorkSafeBC #</i> |

Payment Details

| | | | | | | |
|---|--|---|--|---|-----------|-----------|
| Course Fee: \$280.00 (includes 12% HST) | <i>Please remit payment by:</i> <input type="checkbox"/> Enclosed Cheque payable to <i>BC Forest Safety Council</i> <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard | | | | | |
| <i>Credit Card Number</i> <i>Name on Card</i> <i>Cardholder's Signature</i> | <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2" style="padding: 5px;"><i>Expiry Date</i></td> <td rowspan="2" style="padding: 5px; text-align: center;">  </td> </tr> <tr> <td style="padding: 5px; text-align: center;"><i>MM</i></td> <td style="padding: 5px; text-align: center;"><i>YY</i></td> </tr> </table> <p style="padding: 5px;">IMPORTANT: Please include CVD (3 digit security code from back of credit card)</p> | <i>Expiry Date</i> | |  | <i>MM</i> | <i>YY</i> |
| <i>Expiry Date</i> | |  | | | | |
| <i>MM</i> | <i>YY</i> | | | | | |

Your company, personal and financial information is only used for purposes of course registration. Confidential information will not be disclosed to third parties. Your information is valuable and we ensure all reasonable measures are taken to protect it.

Send this completed form to BC Forest Safety Council by:

1. Fax: (250) 741-1068
2. Email: training@bcforestsafecouncil.org
3. Mail: 420 Albert St., Nanaimo, BC V9R 2V7



BC Forest Safety Council
Unsafe is Unacceptable